

Item #9.1
March 22, 2024

APPROVED

Agenda
459th Meeting of the
Illinois Community College Board

Harry L. Crisp II Community College Center
Second Floor Conference Room
401 East Capitol Avenue
Springfield, IL

February 2, 2024

RECOMMENDED ACTION

It is recommended that the following motion be adopted:

The Illinois Community College Board hereby approves the Board minutes of the February 2, 2024, meeting as recorded.

Item #1 – Roll Call and Declaration of Quorum

Chair Lopez called the Board meeting to order at 9:30 a.m. and asked Ann Knoedler to call roll. The following Board members were present: Maureen Banks, Mara Botman, Nick Kachiroubas George Evans, Teresa Garate, Marlon McClinton, Sylvia Jenkins, and Larry Peterson were present. Craig Bradley, An-Me Chung, and Wes Eggert, Student Board member, were absent. A quorum was declared.

Item #2 - Announcements and Remarks by Dr. Lazaro Lopez, Board Chair

Chair Lopez welcomed everyone to the February 2nd Board meeting. Chair Lopez stated the Board will hear the mid-year update on the Board goals and from Ginger Ostro, IBHE Executive Director, in partnership with Brian, about the intersection of the Board goals and the state's strategic plan for higher education, A Thriving Illinois.

February is Black History Month and also Career and Technical Education Month. In the spirit of celebrating both, the agency will be engaging in a social media campaign highlighting African American members of the community college system, and the important contributions that Black faculty, staff and students make to our system. ICCB has worked with the colleges to solicit stories for sharing in the social networks and will also be rebroadcasting information originated by our colleges.

In addition, Dr. Durham, ICCB staff and board members will be visiting campuses to bring attention to career and tech programs including Southwestern IL College and Kaskaskia on February 8th and Malcolm X and Prairie State on the 14th.

Chair Lopez announced that he will be representing Illinois alongside ICCB staff in a project funded by the Bill and Melinda Gates Foundation. The meeting is in Austin, Texas. This has been a year-long engagement focused on the intersection of education and workforce through accelerating educational attainment and seamless transitions into higher education.

Chair Lopez also announced he was asked by Secretary Cardona to serve on a panel for the White House Youth Summit, Cultivating Possibilities. The White House is gathering a cross section of federal policy leaders from all agencies with young people and leaders in workforce and education to elevate program models and identify policy barriers.

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The General Assembly is at the beginning of their session. There are a number of conversations going on that ICCB has to keep a close eye on. Among those topics are included discussions about dual credit, common course numbering in the system, transfer, direct admissions, and the public university funding commission, which certainly could impact community colleges in some way, as any new funding strategy emerges.

Chair Lopez acknowledged that IBHE passed their budget recommendation to the Governor and GA for higher education. They came in at a request for a 5% increase for the higher education system (including the community college system) along with maintaining budgetary levels across our various programs like PATH, and the Workforce Equity Initiative. While this recommendation was lower than the recommendation that ICCB made to IBHE; however, this reflects negotiations and emerging fiscal realities that have to be considered and that ICCB staff worked closely with IBHE on the development of this final recommendation. Just so the new Board members are aware, IBHE has statutory responsibility for putting forth the budget for all of higher education in Illinois.

The Pritzker Administration has convened the Higher Education Futures Table for several months. The HEFT as it is called, is focused on advancing racial equity in higher education, considering the recent Supreme Court decision on Affirmative Action. In addition to President Evans, three other community college presidents are also represented on the HEFT, alongside the full complement of Public University Leaders, including Dr. Durham. Several working groups have now been formed. Board Member Evans will be participating in the Transfer Working Group. Dr. Durham and Dr. Sanders, ISBE Superintendent, will be co-chairing the Dual Credit Working group, which Chair Lopez has also been invited to participate. Community Colleges are well represented in both HEFT and the related working groups.

Chair Lopez concluded by stating the Board will be entering into a brief executive session following the meeting.

Item #3 - Board Member Comments

There were no comments.

Item #4 – Executive Director Report

Executive Director Brian Durham began by stating its Career and Technical Education Month. The campus visits scheduled will begin on February 8th with ICCB staff and Board members to tour the phenomenal manufacturing center on Southwestern Illinois College's campus, one of two manufacturing academies that was funded through Rebuild Illinois funds in 2021. The visit will also include Southwestern Illinois College's Belleville and Granite City Campus. Afterwards, the group will travel to Kaskaskia College, President Evans will host the group on a tour of the school's main campus to review recent renovations. The tour also included the Crisp Technology Center, where students can learn various trades such as welding, carpentry and HVAC. On February 14, Board members and ICCB staff will visit Prairie State College's state of the art Dental Hygiene facility where, among other things, they offer free community clinics for students. The group will then travel to Malcolm X College to visit their virtual hospital on the 8th floor of the facility. Dr. Durham stated he will also visit John A. Logan College on February 22nd, where he will learn about some of their upcoming plans for improvement of the automotive facility. On February 27th, staff will participate in a ribbon cutting ceremony for the other manufacturing academy funded through Rebuild Illinois in 2021, the Advanced Manufacturing Center & State Farm Electric Vehicle Lab at Heartland Community College.

Dr. Durham Stated that conversations regarding budget are still occurring. The issues with glitches causing the FAFSFA delays for students are being fixed by the Department of Education. Announcements will most likely be as late as March.

He concluded by announcing he will be attending the National Legislative Summit along with the ICCTA in Washington DC next week.

Item #4.1 - Mid-Year Board Goals Update

Executive Director Brian Durham explained the Illinois Community College Board staff periodically update the Board on the agency's progress toward our three adopted goals, listed below. Each year, during the first Board meeting of the calendar year (January / February) the Board meeting provides an opportunity to share a midyear update on progress toward the goals. A presentation that details progress toward the goals was provided.

The goals as adopted: The Board hereby supports and affirms the mission of the state's community college system in providing all Illinois residents with opportunities for economic and personal growth, civic engagement, and cultural awareness. The Board is committed to working with community colleges to ensure racial and ethnic diversity on our campuses and to promote inclusive learning environments. The system's commitment to diversity, equity, and inclusion is essential to students' personal and professional growth and success academically, social-emotionally, and in the workforce. To meet this responsibility, the Board has committed to the following three goals:

GOAL 1: To support all students with a focus on minority, first-generation, and low-income students across urban, rural, and suburban communities, through the promotion of evidence-based best practices that close equity gaps resulting in system-wide improvement of equity metrics across enrollment, retention, advancement, and completion.

GOAL 2: To support a seamless transition for students into and through postsecondary education and the workforce by fostering the development of robust career pathways aligned to the needs of business and industry, strong engagement at all levels of the community college system, and with a focus on meeting students where they begin their educational journey, resulting in equitable access and outcomes for all students.

GOAL 3: To contribute to economic and workforce development by supporting the Illinois community college system's effort to provide high-quality, dynamic workforce training opportunities that build essential skills for high-value work through apprenticeships, work-based learning opportunities, and competency-based instructional models that result in equitable economic mobility through increased credential attainment.

The Board will implement its goals with a focus and commitment to equitable access, opportunities, and outcomes for all students. The Board will promote best practices, enable evidence-based decision-making, and support system-wide continuous improvement.

Item #4.2 - Illinois Board of Higher Education Strategic Plan Update

Complementing the mid-year update on the Board Goals, the Illinois Board of Higher Education's (IBHE) Executive Director Ginger Ostro, in partnership with ICCB Executive Director Durham, provided an update on the progress of the state toward the goals of the IBHE strategic plan on Higher Education, A Thriving Illinois. The IBHE is statutorily charged with the development of a statewide higher education strategic plan, in consultation with the ICCB. The IBHE approved this plan in 2021 and the plan was later endorsed by the ICCB and the Illinois Student Assistance Commission. The state is now in the third year of plan implementation. A presentation will be provided.

Item #5 - Advisory Organizations

Item #5.1 – Illinois Community College Trustees Association

Mr. Jim Reed stated he provided updates on the association's member engagement activities and advocacy efforts. He noted that ICCTA continues to gather data on the need for community college baccalaureate degrees and recently created a webpage with links to CCB Occupational Briefs on high-demand fields and "20 FAQs about CCB in Illinois." He also stated that the association will partner with the Level Up Coalition on an initiative to boost Black enrollment at community colleges.

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The Trustee Roundtable participants discussed two items: artificial intelligence and DEIB (diversity, equity, inclusion, and belonging). Members reported on the November 10 Enterprise Resource Planning seminar and the March 2024 seminar on artificial intelligence. Potential topics for upcoming ICCTA seminars include workforce instructor hiring; the new “For Every Student, For Every Community” branding campaign; DEI; career pathways, and Illinois presentations from ACCT conferences. The Government Relations and Public Policy Committee reviewed federal legislation and the association’s proposed 2024 State Legislative Goals. Also, the ICCTA legislative counsel Jessica Nardulli provided updates on the Illinois General Assembly’s recent fall 2023 veto session and upcoming spring 2024 session.

At this time, the Board took a break at 11:01 a.m. and returned at 11:11 a.m.

Item #6 - Committee Reports

Item #6.1 - Finance, Budgeting, Accountability and External Affairs

The committee met on the morning of February 2nd at 8:00a with Larry Peterson, Sylvia Jenkins, and Mara Botman in attendance. The following items were discussed: Public Relations and Marketing Update - Recent Press Releases and Career and Technical Education Month; Spring 2024 Legislative Update; IBHE’s Fiscal Year 2025 Higher Education Budget Recommendations; Lease of 4th Floor Office Space; SAT Placement Validity Study Update; and the Administrative Rules: Community College Board of Trustee Vacancies and PATH Update that is on the agenda.

Item #6.2 - Academic, Workforce, and Student Support

The committee met on the morning of February 2nd at 8:00a with Marlon, Maureen, and Nick in attendance. The committee discussed the following: Workforce Innovation Opportunities Act Draft Plan: Every four years a state plan is created – Public comment period closed two days ago, and the draft is 400 pages long. The plan is due March 4th.

The Perkins Draft Plan: Four-year plan for strengthening Career and Technical Education for the 21st Century Act (Perkins). There are six goals, the same six goals as the last four years. A very comprehensive review and modifications four years ago, chosen to only make minor modifications to this year’s update. Several new activities incorporated - Dual Credit, teacher pipeline, work-based learning, greater employer engagement. Board Chair Lopez is a part of the apprenticeship youth committee. Goal to create seamless programs from high school to post high school education and training. Have met or exceeded goals and benchmarks during the last four years. Public comment will begin February 15th. The draft plan included in agenda packet as information item. The final plan will be brought to the board at the March board meeting. The final plan is due into the department of education by March 10th. There will be about \$17 million from feds and match of about \$21 million from the state included.

Dual Credit Grant Program: Grant applications were due Jan 26th with a total of \$3million to be awarded, 25 applications received up to \$150,000, and grant starts March 1st. The grant focuses on expansion for targeted populations. Students of Color and low-income students are the main focus.

Early Childhood Education Midterm Report: Required to report twice per year, this is the second report for this year. ICCB has seen an 18% increase from fall 2019 through fall 2022 in terms of enrollment in all demographics. 98% of individuals who are served by this project are women. As of December 31st, there were 5,600 applications in which 3900 already received \$29.8 million. In the first year, 412 students received the scholarship at \$5.7 million, in which 77% of recipients were teachers or teachers aids per employment data. Project will complete on June 30th. The Governor will open a new agency focused on Early Childhood in 2026.

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Program Advisory Committee: ICCB is establishing a program advisory committee. The committee will oversee Program approval, dual credit, administrative rule changes, and recognition. This item is included on the consent agenda. Anticipating the committee will meet twice per year and be three-year terms.

Finally, during the March Meeting, Nick will be unable to attend, so Marlon will step in as chair.

Item #7 - Illinois Community College Marketing Collaborative Presentation

Ms. Erin Shannon gave a presentation that provided an update on the Illinois Community College Marketing Collaborative's (ICCMC) recent events. This included the statewide launch of The Community Colleges of Illinois brand, marketing campaign, and plans moving forward.

Item #8 - New Units

George Evans made a motion, which was seconded by Nick Kachiroubas, to approve the following items:

Item #8.1 - Danville Area Community College, Harper College, McHenry County College, Moraine Valley Community College, Sauk Valley Community College

The Illinois Community College Board hereby approves the following permanent new units of instruction for the community colleges listed below:

PERMANENT PROGRAM APPROVAL

Danville Area Community College

- Diagnostic Medical Sonography A.A.S. degree (67 credit hours)
- Echocardiography A.A.S. degree (64 credit hours)

Harper College

- Cybersecurity A.A.S. degree (60 credit hours)
- Cybersecurity Technical Analyst Certificate (45 credit hours)
- Cybersecurity Forensics Technician Certificate (31 credit hours)

McHenry County College

- Heating, Ventilation, and Air Conditioning A.A.S. degree (60 credit hours)
- Horticulture A.A.S. degree (60 credit hours)
- Software Application Design and Development A.A.S. (60 credit hours)
- Web Development Certificate (30 credit hours)
- Welding and Fabrication A.A.S. degree (60 credit hours)

Moraine Valley Community College

- Diagnostic Medical Sonography A.A.S. degree (62 credit hours)

Sauk Valley Community College

- Diagnostic Medical Sonography Associate of Applied Science (A.A.S.) (77 credit hours)

A voice vote was taken with the following results:

Maureen Banks	Yea	Sylvia Jenkins	Yea
Mara Botman	Yea	Marlon McClinton	Yea
George Evans	Yea	Larry Peterson	Yea
Teresa Garate	Yea	Lazaro Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved.

Item #9 - Adoption of Minutes

Marlon McClinton made a motion, which was seconded by Larry Peterson, to approve the following motion:

Item #9.1 - Minutes of the December 1, 2023 Board Meeting

The Illinois Community College Board hereby approves the Board minutes of the December 1, 2023, meeting as recorded.

The motion was approved via voice vote. Maureen Banks and Nick Kachiroubas Abstained.

Item #10 - Consent Agenda

Teresa Garate made a motion, which was seconded by Sylvia Jenkins, to approve the following items:

Item #10.1 - Establishment of the Illinois Community College Board Program Advisory Committee Appointments

The Illinois Community College Board hereby approves the proposed members of the Program Advisory Committee:

Chief Academic Officers

- Charles B. Swaim, Executive Vice President, Academic Affairs, Illinois Central College
- Brandon Nichols, Senior Vice President, Academic Affairs, City College of Chicago
- Lori Raglin, Executive Vice President, Rend Lake College

Academic Deans

- Andy Hynds, Executive Dean of Academics, Richland Community College
- Dr. Cherie Meador, Dean of Academic Services, Moraine Valley Community College

Career Technical Education Deans

- Ellen Burns, Dean of Career and Technical Education, Carl Sandburg College
- Joanne Ivory, Interim Associate Provost - Dean-Career and Technical Programs, Harper College

Chief Student Services Officers

- Mike Trame, Vice President, Student Services, Parkland College
- Jodi Koslow Martin, Vice President of Enrollment Management and Student Affairs, Triton College

Institutional and Research

- David Rudden, Managing Director of Institutional Research, Elgin Community College

Diversity Commission Representative

- Terrance Bond, Assistant to the President Institutional Effectiveness Equity, Diversity, and Inclusion, Heartland Community College

Faculty

- Dominica Blalock, Assistant Professor of Mathematics, Kishwaukee College
- Noella DeCruz, Professor of Astronomy, Joliet Junior College

Adult Education and Literacy

- Dan Deasy, Manager -Adult Education and CE Operations, College of DuPage
- Gina Harner, Director of Adult Education & Alternative Instruction, Shawnee College

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Program Review Advisory Committee Representative

- Amanda Smith, Vice President of Liberal Arts and Adult Education, Chief Academic Officer, Rock Valley College

Early College / Dual Credit Representative

- TBD (Will be presented for approval at the March 2024 Board Meeting)

Item #10.2 - Authorization to Enter into Contracts for Office Operations

The Illinois Community College Board approves the following Fiscal Year 2024 contractual agreements:

<u>Funding Source</u>	<u>Contractor</u>	<u>Original Estimate</u>	<u>Actual Cost</u>	<u>Contract Period</u>	<u>Description</u>
001-GRF	Illinois Community College System Foundation	Not Applicable	\$70,918.21	3/01/24 - 6/30/26	This contract is a renewal lease for the fourth floor space located in the ICCB office at 401 East Capitol Avenue, Springfield IL. The initial contract was for the term 3/1/23 - 2/28/24. This renewal contract will provide for a term that aligns with the regular building lease to expire on 6/30/26.

Item #10.3 - Proposed Amendments to the Illinois Community College Board Administrative Rules

Item #10.3a - Community College Board of Trustee Vacancies and PATH Update

The Illinois Community College Board hereby approves the following amendments to the Administrative Rules of the Illinois Community College Board and authorizes its Executive Director to process the amendments in accordance with the Illinois Administrative Procedures Act.

TITLE 23: EDUCATION AND CULTURAL RESOURCES
SUBTITLE A: EDUCATION
CHAPTER VII: ILLINOIS COMMUNITY COLLEGE BOARD

PART 1501
ADMINISTRATION OF THE ILLINOIS PUBLIC COMMUNITY COLLEGE ACT
SUBPART A: ILLINOIS COMMUNITY COLLEGE BOARD ADMINISTRATION

Section	
1501.101	Definition of Terms and Incorporations by Reference
1501.102	Advisory Groups
1501.103	Rule Adoption (Recodified)
1501.104	Manuals
1501.105	Advisory Opinions
1501.106	Executive Director
1501.107	Information Request (Recodified)
1501.108	Organization of ICCB (Repealed)
1501.109	Appearance at ICCB Meetings (Repealed)
1501.110	Appeal Procedure
1501.111	Reporting Requirements (Repealed)
1501.112	Certification of Organization (Repealed)
1501.113	Administration of Detachments and Subsequent Annexations
1501.114	Recognition

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1501.115	Data Repository
1501.116	Use, Security and Confidentiality of Data
1501.117	Shared Data Agreements
1501.118	Processing Fees

SUBPART B: LOCAL DISTRICT ADMINISTRATION

Section	
1501.201	Reporting Requirements
1501.202	Certification of Organization
1501.203	Delineation of Responsibilities
1501.204	Maintenance of Documents or Information
1501.205	Recognition Standards (Repealed)
1501.206	Approval of Providers of Training for Trustee Leadership Training

SUBPART C: PROGRAMS

Section	
1501.301	Definition of Terms
1501.302	Units of Instruction, Research, and Public Service
1501.303	Program Requirements
1501.304	Statewide and Regional Planning
1501.305	College, Branch, Campus, and Extension Centers
1501.306	State or Federal Institutions (Repealed)
1501.307	Cooperative Agreements
1501.308	Reporting Requirements
1501.309	Course Classification and Applicability
1501.310	Acceptance of Private Business Vocational School Credits by Community Colleges in Select Disciplines
1501.311	Credit for Prior Learning
1501.312	Extension of Curricular/Credit Courses
1501.313	Dual Credit

SUBPART D: STUDENTS

Section	
1501.401	Definition of Terms (Repealed)
1501.402	Admission of Students
1501.403	Student Services
1501.404	Academic Records
1501.405	Student Evaluation
1501.406	Reporting Requirements

SUBPART E: FINANCE

Section	
1501.501	Definition of Terms
1501.502	Financial Planning
1501.503	Audits
1501.504	Budgets
1501.505	Student Tuition
1501.506	Published Financial Statements
1501.507	Credit Hour Claims
1501.508	Special Populations Grants (Repealed)
1501.509	Workforce Preparation Grants (Repealed)

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1501.510	Reporting Requirements
1501.511	Chart of Accounts
1501.512	Pipeline for the Advancement of the Healthcare Workforce Program (PATH) Grants
1501.514	Business Assistance Grants (Repealed)
1501.515	Advanced Technology Equipment Grant (Repealed)
1501.516	Capital Renewal Grants
1501.517	Retirees Health Insurance Grants (Repealed)
1501.518	Uncollectible Debts (Repealed)
1501.519	Special Initiatives Grants
1501.520	Lincoln's Challenge Scholarship Grants
1501.521	Technology Enhancement Grants (Repealed)
1501.522	Deferred Maintenance Grants (Repealed)
1501.523	Foundation Matching Grants (Repealed)

SUBPART F: CAPITAL PROJECTS

Section	
1501.601	Definition of Terms
1501.602	Approval of Capital Projects
1501.603	State Funded Capital Projects
1501.604	Locally Funded Capital Projects
1501.605	Project Changes (Repealed)
1501.606	Progress Reports (Repealed)
1501.607	Reporting Requirements
1501.608	Approval of Projects from 110 ILCS 805/3-20.3.01
1501.609	Completion of Projects from 110 ILCS 805/3-20.3.01
1501.610	Demolition of Facilities

SUBPART G: STATE COMMUNITY COLLEGE

Section	
1501.701	Definition of Terms (Repealed)
1501.702	Applicability (Repealed)
1501.703	Recognition (Repealed)
1501.704	Programs (Repealed)
1501.705	Finance (Repealed)
1501.706	Personnel (Repealed)
1501.707	Facilities (Repealed)

SUBPART H: PERSONNEL

Section	
1501.801	Definition of Terms
1501.802	Sabbatical Leave
1501.803	Employment Contracts
1501.804	President and Chancellor Performance Review

1501.APPENDIX A Fee Schedule for Data Matching

AUTHORITY: Implementing and authorized by Articles II and III and Section 6-5.3 of the Public Community College Act [110 ILCS 805].

SOURCE: Adopted at 6 Ill. Reg. 14262, effective November 3, 1982; codified at 7 Ill. Reg. 2332; amended at 7 Ill. Reg. 16118, effective November 22, 1983; Sections 1501.103, 1501.107 and 1501.108 recodified to 2 Ill. Adm. Code 5175 at 8 Ill. Reg. 6032; amended at 8 Ill. Reg. 14262, effective July 25, 1984; amended at 8 Ill. Reg. 19383, effective September 28, 1984; emergency amendment at 8 Ill. Reg. 22603, effective November 7, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 24299, effective

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December 5, 1984, for a maximum of 150 days; amended at 9 Ill. Reg. 3691, effective March 13, 1985; amended at 9 Ill. Reg. 9470, effective June 11, 1985; amended at 9 Ill. Reg. 16813, effective October 21, 1985; amended at 10 Ill. Reg. 3612, effective January 31, 1986; amended at 10 Ill. Reg. 14658, effective August 22, 1986; amended at 11 Ill. Reg. 7606, effective April 8, 1987; amended at 11 Ill. Reg. 18150, effective October 27, 1987; amended at 12 Ill. Reg. 6660, effective March 25, 1988; amended at 12 Ill. Reg. 15973, effective September 23, 1988; amended at 12 Ill. Reg. 16699, effective September 23, 1988; amended at 12 Ill. Reg. 19691, effective November 15, 1988; amended at 13 Ill. Reg. 1182, effective January 13, 1989; amended at 13 Ill. Reg. 14904, effective September 12, 1989; emergency amendment at 14 Ill. Reg. 299, effective November 9, 1989, for a maximum of 150 days; emergency amendment expired on April 9, 1990; amended at 14 Ill. Reg. 4126, effective March 1, 1990; amended at 14 Ill. Reg. 10762, effective June 25, 1990; amended at 14 Ill. Reg. 11771, effective July 9, 1990; amended at 14 Ill. Reg. 13997, effective August 20, 1990; expedited correction at 18 Ill. Reg. 3027, effective August 20, 1990; amended at 15 Ill. Reg. 10929, effective July 11, 1991; amended at 16 Ill. Reg. 12445, effective July 24, 1992; amended at 16 Ill. Reg. 17621, effective November 6, 1992; amended at 17 Ill. Reg. 1853, effective February 2, 1993; amended at 18 Ill. Reg. 4635, effective March 9, 1994; amended at 18 Ill. Reg. 8906, effective June 1, 1994; amended at 19 Ill. Reg. 2299, effective February 14, 1995; amended at 19 Ill. Reg. 2816, effective February 21, 1995; amended at 19 Ill. Reg. 7515, effective May 26, 1995; amended at 21 Ill. Reg. 5891, effective April 22, 1997; amended at 22 Ill. Reg. 2087, effective January 12, 1998; amended at 22 Ill. Reg. 17472, effective July 10, 1998; amended at 24 Ill. Reg. 249, effective December 21, 1999; amended at 24 Ill. Reg. 17522, effective November 20, 2000; amended at 25 Ill. Reg. 7161, effective May 18, 2001; emergency amendment at 25 Ill. Reg. 12863, effective September 28, 2001, for a maximum of 150 days; emergency expired February 24, 2002; amended at 26 Ill. Reg. 646, effective January 7, 2002; amended at 27 Ill. Reg. 17204, effective October 31, 2003; amended at 28 Ill. Reg. 14092, effective October 18, 2004; amended at 29 Ill. Reg. 6239, effective April 25, 2005; amended at 30 Ill. Reg. 2755, effective February 21, 2006; amended at 32 Ill. Reg. 16396, effective September 23, 2008; amended at 40 Ill. Reg. 14054, effective September 29, 2016; amended at 41 Ill. Reg. 11274, effective August 28, 2017; amended at 41 Ill. Reg. 15723, effective December 18, 2017; amended at 42 Ill. Reg. 2819, effective January 24, 2018; amended at 42 Ill. Reg. 18869, effective October 3, 2018; amended at 42 Ill. Reg. 24855, effective December 17, 2018; amended at 43 Ill. Reg. 7454, effective June 20, 2019; amended at 44 Ill. Reg. 18680, effective November 13, 2020; amended at 45 Ill. Reg. 1616, effective January 21, 2021; amended at 45 Ill. Reg. 12514, effective September 21, 2021; emergency amendment at 46 Ill. Reg. 15357, effective August 24, 2022, for a maximum of 150 days; emergency expired January 20, 2023; amended at 47 Ill. Reg. 11426, effective July 11, 2023.; amended at 47 Ill. Reg. _____, effective _____

SUBPART B: LOCAL DISTRICT ADMINISTRATION

Section 1501.201 Reporting Requirements

Complete and accurate reports shall be submitted by the district/college to ICCB in accordance with ICCB requirements and on forms provided by ICCB, where applicable. Listed in this Section is the schedule of due dates indicating when items from the community colleges are due at the Illinois Community College Board Office:

- January 15 • annual financial statements and notice of publication (see Section 1501.506)
- January 31 • certificate of tax levy (see Section 1501.510(d))
- February 1 • annual African American Employment Plan Survey (see Section 1501.308(b))
 - annual Asian Employment Plan Survey (see Section 1501.308(b))
 - annual Bilingual Needs and Bilingual Pay Survey (see Section 1501.308(b))
 - annual Hispanic/Latino Employment Plan Survey (see Section 1501.308(b))
 - Annual Native American Employment Plan Survey (see Section 1501.308(b))
- February 15 • spring semester (2nd term) enrollment survey (see Section 1501.406(b))

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- March 1 • annual Underrepresented Groups Report (see Section 1501.406(c))
- March 31 • policies for the award of academic credit for prior learning (see Section 1501.311(a))
- June 15 • annual faculty and staff salary and benefits data (see Section 1501.308(a))
- July 15 • report of out-of-state extensions (see Section 1501.312(d)(4))
• annual noncredit course enrollment N1 (see Section 1501.406(d))
- August 1 • annual student enrollment and completion data (see Section 1501.406(a))
• Resource Allocation and Management Plan (RAMP/CC) (see Section 1501.510(a))
• annual tuition and fees survey (see Section 510(e))
• Facilities data (see Section 1501.607)
- September 1 • budget and tax survey (see Section 1501.510(c))
• program review report (see Section 1501.303(d)(7))
• program review listing (see Section 1501.303(d)(7))

• annual Student Identification data submission (see Section 1501.406(f))
• annual report of student course information submission (see Section 1501.406(g))
- October 1 • fall semester enrollment data (see Section 1501.406(a))
• fall semester enrollment survey (see Section 1501.406(b))
- October 15 • fiscal year budget (see Section 1501.504)
- November 1 • summer graduate reporting (for the Integrated Postsecondary Education Data System Graduation Rate Survey) (see Section 1501.406(e))
- November 15 • faculty, staff, and salary data (see Section 1501.308(a))
- December 30 • external audit (see Section 1501.503(a))
• annual instructional cost report (see Section 1501.510(b))
• unexpended special initiative grant funds return report (see Section 1501.519(d))
- 30 days after the end of each term • credit hour claims (see Section 1501.507(a))

(Source: Amended at 47 Ill. Reg. _____, effective _____)

Section 1501.207 Local District Board Member Vacancy

- a) Within five working days after a vacancy occurs on an elected board of trustees, the chair of the board of trustees shall notify the ICCB in writing of the name of the trustee and the date of vacancy.
- b) *The remaining members shall fill the vacancy* in accordance with Section 3-7 of the Act. Upon filling the vacancy, the chair of the board of trustees shall notify the ICCB in writing of the name of the newly appointed trustee and the effective date of the appointment.
- c) *If the remaining members fail so to act within 60 days after the vacancy occurs*, the chair of the ICCB shall fill the vacancy in accordance with Section 3-7 of the Act.

(Source: Amended at 47 Ill. Reg. _____, effective _____)

SUBPART E: FINANCE

Section 1501.503 Audits

- a) External Audits.
 - 1) A copy of the annual external audit shall be submitted electronically to ICCB on or before December 30 following the close of the fiscal year. If the audit cannot be completed by this date, the district may submit a request for extension of time to the Executive Director on or before December 30 following the close of the fiscal year. This request shall be with an explanation of the circumstances that cause the report to be delayed, along with an estimated date for submission.
 - 2) An audit report shall contain financial statements composed of the funds established in Section 1501.511, a comment on internal control, a comment on basis of accounting, uniform financial statements prepared using the modified accrual basis of accounting, a certificate of chargeback verification and a State grant compliance section that includes a schedule of enrollment data, a proof of enrollment data, a description of the process for verifying residency status, a schedule of the district equalized assessed valuation, schedules for the restricted/special initiative grants distributed by ICCB and received by the district in the manner and format established by ICCB, and a schedule of federal financial assistance and related reports as prescribed by the federal Office of Management and Budget.
 - 3) Each ICCB restricted or special initiatives grant shall verify that grant funds received by the district were expended in the manner designated by ICCB. ICCB shall designate allowable expenditures for each of the restricted or special initiatives grants to include, but not be limited to, salary and benefits, contractual services, materials, instructional and office equipment, staff development, and travel. The external audit shall include an auditor's report on compliance with State requirements, along with a balance sheet and a statement of revenues and expenditures based upon an understanding of the purpose of the grant, allowable expenditures, expenditure limitations, grant administrative standards, and transfer of funds, if applicable.
- b) Confirmation of ICCB Grants. To confirm district records, a district shall provide a copy of ICCB allocation of grants to its external auditor. External auditing firms can confirm allocations using the community college Operating Budget and Technical Appendix located on the ICCB website.

Section 1501.510 Reporting Requirements

A college shall submit the items listed in this Section in a format prescribed by ICCB and according to the schedules indicated.

- a) Resource Allocation and Management Plan (RAMP) data by August 1 of each year.
- b) Annual Instruction Cost Report in a format prescribed by ICCB for the previous fiscal year by December 30 following the end of that fiscal year.
- c) A survey of local budget and tax extensions and collections by September 1 of each year.

- d) Certificate of Tax Levy by January 31 of each year.
- e) Annual tuition and fees survey by August 1 of each year.

(Source: Amended at 47 Ill. Reg. _____, effective _____)

Section 1501.512 Pipeline for the Advancement of the Healthcare Workforce Program (PATH) Grants

- a) PATH grant funds shall be determined annually by allocating the appropriation for this program among each community college district in accordance with the funding formula approved by the ICCB. The formula shall include:
 - 1) Base Funding. A base allocation of \$100,000 per district. The base allocation may be prorated if the amount of funds appropriated for this program are insufficient.
 - 2) Student Completion Funding. Each district shall receive an additional amount based upon the average number of completions of students enrolled in eligible healthcare programs in the most recent academic year for which the board has collected data and the two prior academic years.
- 3) Prioritized Programs. Student completions shall be weighted based upon statewide industry workforce demand as determined by the State Board. Non-prioritized programs will be funded at 67 percent of the amount allocated per completion to prioritized programs. This weighting may be adjusted if the amount of funds appropriated are insufficient.
 - b) The ICCB will post on its website (www.iccb.org) the list of eligible healthcare programs by Classification of Instructional Program codes and identify those programs that are prioritized for purposes of the funding formula.
 - c) The target population for each community college district receiving grant funds shall include, but not be limited to, incumbent workers who are already in the workforce looking to continue their education and advance their careers in a healthcare pathway and new students entering in a healthcare pathway with a locally identified need for support as determined by that community college.
 - d) When sufficient funding is available, the ICCB shall publish on its website the planned PATH grant allocation to each district, implementation plan template, budget template, and using the standard grant application.
 - e) Each district shall submit an application, implementation plan, and budget using forms prescribed by the ICCB in subsection (d). These documents may be submitted no later than the date specified by ICCB on its website. The deadline will provide districts at least 30 calendar days in which to submit their documents.
 - f) The ICCB shall execute an intergovernmental grant agreement with each district for the distribution of PATH grant funds. Grant funds shall be vouchered to each community college district according to the terms of the agreement.
 - g) The plan (see subsection (e)) shall represent the programmatic elements that are necessary for each institution to execute the PATH program. The plan should track closely, where appropriate, with the budget submitted. The plan elements themselves will be tied directly to the grant agreement executed for each college in order to access funding.

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- h) The expenditure of PATH grant funds is limited to those credit and non-credit programs identified as eligible healthcare programs for the purposes of the funding formula in subsection (a)(2), unless specifically approved in writing by the ICCB. All programs developed or supported through this grant should be part of a healthcare pathway.
- i) Allowable expenditures of funds, as submitted in the implementation plan, will be specified in an intergovernmental grant agreement executed with each community college district. Colleges should consider capacity-building activities as well as broad, wrap around services and supports for students as a key part of program development.
- j) PATH grant funds shall be accounted for in a restricted purpose fund.
- k) PATH grant funds shall be expended by the date specified in the intergovernmental grant agreement. If the grant agreement allows, goods and services for which funds have been obligated by the contract end date shall be received and paid for not later than 60 days after the grant agreement end date. Unexpended funds shall be returned to ICCB pursuant to the provisions of the Illinois Grant Funds Recovery Act [30 ILCS 705].
- l) PATH grant funds not used in accordance with the terms specified in the intergovernmental grant agreement, regardless of the amount, shall be returned to ICCB within six months after receipt of the external audit report by ICCB or other identification of improper expenditures subsequently verified by ICCB.
- m) Each community college district receiving grant funds shall file a programmatic and financial report with the ICCB in a format prescribed by the ICCB, and in accordance with the terms of the intergovernmental grant agreement, detailing how the funds were utilized. The frequency and due dates of the reports shall be specified in the grant agreement.

(Source: Amended at 47 Ill. Reg. _____, effective _____)

The motion was approved via voice vote.

Item #11 - Information Items

There was no discussion.

Item #11.1 - Fiscal Year 2024 Financial Statements

Item #11.2 - Early Childhood Access Consortium for Equity(ECACE) Mid-Year Report

Item #11.3 - Basic Certificate Program Approval approved on behalf of the Board by the Executive Director

Item #11.4 - Illinois' WIOA State Plan Draft Under the Workforce Innovation and Opportunity Act (WIOA)

Item #11.5 - Perkins V State Plan 2025-2028 Draft

Item #12 - Other Business

There was no other business.

Item #13 - Public Comment

There was no public comment.

Item #14 - Executive Session

Teresa Garate made a motion, which was seconded by Maureen Banks, to approve the following motion:

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I move to enter Executive Session for the purpose of **Employment/Appointment Matters** which qualify as acceptable exceptions under Section 2(c) of the Open Meetings Act to hold a closed session.

A voice vote was taken with the following results:

Maureen Banks	Yea	Sylvia Jenkins	Yea
Mara Botman	Yea	Marlon McClinton	Yea
George Evans	Yea	Larry Peterson	Yea
Teresa Garate	Yea	Lazaro Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved. The Board entered executive session at 12:02 p.m.

* * * * *

George Evans made a motion, which was seconded by Mara Botman, to reconvene Public Session at 12:35 p.m.

A voice vote was taken with the following results:

Maureen Banks	Yea	Sylvia Jenkins	Yea
Mara Botman	Yea	Marlon McClinton	Yea
George Evans	Yea	Larry Peterson	Yea
Teresa Garate	Yea	Lazaro Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved.

Item #15 - Executive Session Recommendations

There were no recommendations.

Item #16 - Adjournment

Sylvia Jenkins made a motion, which was seconded by Marlon McClinton, to adjourn the Board meeting at 12:30 p.m.

A voice vote was taken with the following results:

Maureen Banks	Yea	Sylvia Jenkins	Yea
Mara Botman	Yea	Marlon McClinton	Yea
George Evans	Yea	Larry Peterson	Yea
Teresa Garate	Yea	Lazaro Lopez	Yea
Nick Kachiroubas	Yea		

The motion was approved.